

**NATIONAL TAIWAN UNIVERSITY**  
**Center for General Education**  
**Athletic Department**  
**Directives Governing the Recommendation of Candidates for**  
**the Outstanding Service Award**

May 26, 2010	Passed by the General Education Committee at its 97 <sup>th</sup> meeting
December 26, 2022	Passed by the 2 <sup>nd</sup> Department Affairs Meeting, fall semester, Academic Year 2022–23
February 16, 2023	Passed by the General Education Committee at its 141 <sup>st</sup> meeting
March 08, 2023	Articles 1, 3, 4, and 6 amended and promulgated

Article 1 The National Taiwan University (NTU or “the University”) Center for General Education (“the Center”) Athletic Department (“the Department”) formulates the *Directives Governing the Recommendation of Candidates for the Outstanding Service Award* (“the Directives”) in accordance with Articles 4 and 8 of the University’s *Regulations for the Establishment of the Outstanding Service Award* to encourage and recognize faculty members’ contributions to the University and society.

Article 2 Full-time faculty members (including jointly-appointed faculty members and retired faculty members) or faculty teams of the Department who, in addition to demonstrating outstanding performance in teaching and research, contribute their scholarly expertise to the University or society with exemplary results and who meet any of the following criteria may be considered as candidates or candidate teams:

1. Outstanding Social Service Award
  - 1) Significant contributions to the promotion or organization of public sporting events, with tangible outcomes
  - 2) Significant contributions to the training of athletes on a national delegation, helping them achieve excellent results and bringing honor to the University and the country
  - 3) Admirable dedication to the training and cultivation of up-and-coming athletes
  - 4) Exemplifying admirable sportsmanship
  - 5) Significant donations to sports facilities or funding for the organization of major sporting events, with tangible outcomes
  - 6) Other extraordinary contributions to society
2. Outstanding Campus Service Award
  - 1) Significant contributions to the promotion of on-campus public sporting events, with tangible outcomes
  - 2) Significant contributions to the training of athletes on a University delegation, helping them achieve excellent results and bringing honor to the University and the country
  - 3) Exemplifying admirable sportsmanship
  - 4) Other extraordinary contributions to the University

Article 3 Documentation required for the Department's recommendation for the Outstanding Social Service Award and Outstanding Campus Service Award shall include an overview of the candidate's teaching/research performance and tangible service deeds in the recent three years, reason(s) for their recommendation, and other applicable supporting documents.

Article 4 The Department shall establish an Outstanding Teacher Service Award Candidate Selection Committee ("the Committee") by the end of March each year to complete the process for candidate recommendation. The Committee shall be composed of 1 ex officio member and 6 elected members. The Dean of the Department shall serve as ex officio member. The 6 elected members shall include 3 full professors, 2 associate professors, and 1 assistant professor or instructor to be elected by the Department's faculty body. Each faculty member may vote for 1 full professor, 1 associate professor, and 1 assistant professor or instructor.

Faculty members of the Department who are expected to be on leave, on a temporary transfer, or abroad for more than six months in a given academic year may not be elected to the Committee. Those who stay abroad for more than six months after being elected shall have their membership revoked immediately.

The ex officio member's term on the Committee shall be the same as their appointment; elected members shall serve a one-year term but may serve consecutive terms if re-elected. Should a vacancy arise during a term, it shall be filled by the faculty member with the next highest number of votes in that faculty rank.

The Committee may only convene with two thirds of its members in attendance. Members must attend meetings in person and may not appoint proxies.

Article 5 Members shall individually review the written documentation submitted by candidates and then convene to conduct a secret vote for each of the award categories (Outstanding Social Service Award and Outstanding Campus Service Award). No more than one candidate (or candidate team) may be recommended in each category. Each recommended candidate (or candidate team) must obtain the approval of at least half of the Committee members in attendance in order to be referred to the Center for General Education for the secondary selection.

Article 6 The Directives shall be passed by the Department Affairs Meeting and the Center Affairs Meeting and then implemented on the date of promulgation.